

## **Jefferson County Public Library Library Code of Conduct Rules**

Jefferson County Public Library seeks to provide quality Library service to all users in a safe and pleasant environment that is conducive to educational and recreational study and research. The Library staff will address and enforce this code when violations occur. Those on Library property will comply with requests from Library staff.

The Library is not responsible for lost or stolen articles. Persons are responsible for the safety and security of items they bring to the Library. Such items may include, but are not limited to, purses, wallets, bicycles and personal documents. Library staff does not assume responsibility for reporting thefts of non-JCPL-owned items but will provide a phone for patrons to use to report theft of items to the police.

### **Library Code of Conduct**

Examples of unacceptable behaviors include (but are not limited to):

- Engaging in behavior that could disturb other patrons. Examples include, but are not limited to running, shoving, throwing objects, physical or verbal harassment or threats, loud talking
- Smoking or using tobacco inside library buildings
- Sleeping in the libraries
- Using furniture in any manner for which it was not intended
- Leaving children or persons in need of continuous supervision unattended
- Bringing animals into the Library except properly identified service animals, or animals used in Library programs and/or presentations
- Possessing or consuming alcoholic beverages on Library property
- Performing any illegal act or conduct in violation of federal, state or local law, ordinance, or regulation
- Damaging or destroying Library property, equipment or materials
- Engaging in any act of sexual misconduct, including exposure, offensive touching, or sexual harassment of other patrons or staff
- Viewing sexually explicit images or videos on library or personal computers
- Entering non-public areas such as workrooms, offices, and storage areas without permission
- Entering the Library before or after Library hours
- Disturbing other patrons or employees of the Library so far as to disrupt their use of the Library or their work
- Soliciting money, donations, or signatures for petitions
- Photographing other users of the Library without written permission
- Using Library computers to view images offensive to other patrons without the use of a privacy screen